

FILED

2020 MAR 16 P 4:47

JUSTICE COURT, LAS VEGAS TOWNSHIP  
CLARK COUNTY, NEVADA

JUSTICE COURT  
LAS VEGAS, NEVADA  
BY men  
DEPUTY

IN THE ADMINISTRATIVE MATTER  
REGARDING TEMPORARY  
PROCEDURES IN CRIMINAL, CIVIL,  
AND TRAFFIC<sup>1</sup> CASES

ADMINISTRATIVE ORDER # 20-03

WHEREAS, Local Rules of Practice for the Justice Court of Las Vegas Township, Rule 6.5 charges the Chief Judge of the Las Vegas Justice Court with various responsibilities, such as supervising the administrative business of the Las Vegas Justice Court, ensuring the quality and continuity of court services, supervising the court calendar, reassigning cases as convenience or necessity requires, assuring the court's duties are timely and orderly performed, and otherwise facilitating the business of the Las Vegas Justice Court as well making such orders as deemed advisable relating to local court rules and procedure; and

WHEREAS, On March 12, 2020, Governor Steve Sisolak declared a state of emergency in Nevada in response to the recent outbreak of the Coronavirus Disease (COVID-19). Given the severity of the risk posed to the public by COVID-19, and after consultation with Nevada Supreme Court Chief Justice Kristina Pickering, the Chief Judge of the Las Vegas Justice Court has determined that alterations to court procedure are necessary for the protection of the community; and therefore,

IT IS HEREBY ORDERED that, effective March 17, 2020, the Las Vegas Justice Court will continue to accept filings and manage cases within the parameters set forth in this Order;

<sup>1</sup> As used in this Administrative Order, a "Traffic" offense is an offense that has a demerit point value of four (4) or less as determined by the Nevada Department of Motor Vehicles. Offenses with higher point values, such as DUI, are not considered Traffic Offenses under this Administrative Order.

1           1. Beginning March 19, 2020, or as soon as possible thereafter, all criminal in-custody  
2 hearings, with the exception of in-custody preliminary hearings and in-custody trials, will be  
3 conducted via video conferencing in courtroom 6A;

4           2. All criminal out-of-custody hearings, with the exception of preliminary hearings, will  
5 be continued for a period of sixty (60) days. Individuals with attorneys for criminal cases are  
6 encouraged to contact their attorneys instead of coming to the Court to obtain the new court dates  
7 and/or provide their attorneys with proof of completion of any court-ordered requirements.  
8 Attorneys are encouraged to communicate with the Court via email (preferred) or phone to obtain  
9 new court dates for these matters. A listing of all emails and phone numbers will be listed on the  
10 Court's website page;

11           3. All traffic pre-trial matters shall be suspended for the next sixty (60) days;

12           4. Any person arrested on a criminal offense subject to an own-recognizance release under  
13 Las Vegas Justice Court Administrative Order 18-04, will be given a return court date in sixty (60)  
14 days;

15           5. Any person arrested on traffic offenses and/or warrants will be subject to release, and  
16 given a return court date no sooner than May 15, 2020;

17           6. Any person who is arrested on a Community-Court bench warrant will be subject to  
18 release and given a 4-week return date to appear at the Community Impact Center at 3740 Royal  
19 Crest Street, Las Vegas, Nevada 89119;

20           7. Any person with an active misdemeanor bench warrant (including traffic) who appears  
21 at the Customer-Service Counter shall have the warrant recalled by the Court.

22           At this time, essential case types and hearings will continue to be heard through in-person  
23 appearances, although appearance by alternative means under Nevada Supreme Court Rule Part  
24 IX is encouraged when possible. Essential case types and hearings include the following:

25           1. All in-custody proceedings for criminal matters;

26           2. Bail motion hearings, motions to quash bench warrants, and motions for own  
27 recognizance walk-through on arrest warrants, until arrangements can be made to hear  
these matters by alternative means;

28           3. Civil temporary or extended protection orders;

- 1           4. Eviction proceedings, including Motions to Contest Personal Property Liens and
- 2           Motions/Complaints for Expedited Relief;
- 3           5. Unlawful Towing cases;
- 4           6. Objections to Claims of Exemption;
- 5           7. Trials for Unlawful detainer and/or other civil bench trials currently scheduled for
- 6           hearing;
- 7           8. Orders to Show Cause why a temporary writ of restitution should not issue that are
- 8           already scheduled for hearing.

9           All currently scheduled non-essential Las Vegas Justice Court hearings are ordered to be  
10 conducted by video or telephonic means; decided on the papers; or rescheduled unless otherwise  
11 directed by a Las Vegas Justice Court Judge.

12           Small Claims trials, Small Claims motion hearings, and Small Claims examinations of  
13 judgment debtor are deemed non-essential. All Small Claims trials, Small Claims motions, and  
14 Small Claims examinations currently set will be continued to a future date. Notifications to Small  
15 Claims litigants of the new date will be made via mail and/or email if an email address is available.

16           All jury trials, civil and criminal, scheduled in Las Vegas Justice Court for the next thirty  
17 (30) days will be rescheduled to a new date as the court calendar allows. No summonsed  
18 prospective jurors are to appear.

19           Effective March 17, 2020, the Las Vegas Justice Court will suspend issuing Defaults on all  
20 civil actions. Applications for Default Judgments in cases where a Default has already been issued  
21 will still be processed.

22           Effective March 17, 2020, the Las Vegas Justice Court will suspend issuing orders for the  
23 examination of a judgment debtor.

24           Effective March 17, 2020, the Las Vegas Justice Court will suspend the issuance of all  
25 Writs of Execution. Additionally, all currently issued Writs of Execution are hereby stayed until  
26 April 20, 2020. Any property garnished or attached after March 17, 2020, must be released back  
27 to the Judgment Debtor. Clark County Constables and Sheriff Civil Division should follow the  
28 guidance in NRS 21.112 with respect to any property garnished or attached prior to March 17,  
2020.


1 In order to practice social distancing as recommended by the Centers for Disease Control  
2 and Prevention (CDC), Las Vegas Justice Court is encouraging the use of electronic  
3 communication for the resolution of cases, status checks, and/or negotiations. A list of emails for  
4 each department will be on the Las Vegas Justice Court's website at [www.lasvegasjusticecourt.us](http://www.lasvegasjusticecourt.us).

5 Additionally, to assist all persons unable to enter the Regional Justice Center (i.e. the  
6 Courthouse) because of exposure or illness, the Court has established dedicated phone lines as  
7 follows: **Criminal Division at 702-671-3201, Civil Division at 702-671-3478, and Traffic**  
8 **Division at 702-671-3444** to speak to a customer-service representative for assistance in  
9 rescheduling their court appearance, arranging for appearance by alternative means, or providing  
10 other information based on the circumstances of the appearance.

11 **IT IS FURTHER ORDERED** that this Administrative Order shall be reviewed no later  
12 than every thirty (30) days and shall continue until modified or rescinded by a subsequent order.

13 **IT IS FURTHER ORDERED** that this Administrative Order supersedes Administrative  
14 Order 20-02, and Administrative Order 20-02 is immediately rescinded.

15  
16 Dated this 16<sup>th</sup> day of March, 2020.

17  
18   
19 Suzan Baucum,  
20 Chief Justice of the Peace  
21  
22  
23  
24  
25  
26  
27  
28